

UCB Guild Trustee Board

26th May, 12:30pm

Location: Teams

Members: Officer Trustee, Alice Young (AY); Student Trustee, Ashlea-Jayne Mallett (AJM); External Trustee, Lorraine Teague (LT)

In Attendance: Director, Sarah Kerton (SK), Representation and Advocacy Coordinator, Cassie O'Boyle (COB)

Apologies: Officer Trustee, Alpha Jallow (AJ); Student Trustee, Paula Couto (PC); External Trustee, Andy Parsons (AP) [Chair]

Item	Title
1.1	<p>SK presented the annual report in preparation to submit to the charity commission.</p> <p>Regarding the reserves policy, SK edited this to include the reserves would be spent in accordance with the annual plan. The board also edited the document to differentiate between free reserves.</p> <p>SK noted the Executive report to the membership rather than the Trustee Board and this should be noted in the plan.</p> <p>The board approved the edited annual plan and asked SK to submit it to the charity commission.</p>